

# Project Plan Summary



**JEAN VANIER**  
CATHOLIC SCHOOL

**Jean Vanier Catholic School**

109 Georgian Way  
Sherwood Park, AB  
T8A 3K9

**Phone:** 780-467-3633

**Fax:** 780-467-1584

**Principal:** Mr. Gordon Marshall

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Project name: Alberta Emerald Foundation Grant  
Person responsible: Rafuse, Barb  
Purpose and timelines: Funding is received via a Youth Environmental Engagement Grant with Alberta Emerald Foundation. Grant funding awarded from ConocoPhillips.  
Revenue to collect: 78.88 balance remaining.  
Items/Services to be purchased: Used to purchase compost bags for composting program, technology devices for research, cover utility fee charged by Strathcona County for compost pickup.  
Surplus/Deficit Handling Plan: Follow up with AEF upon completion of project, reports to be submitted. Project will be at a zero balance.

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Project name: Choir  
Person responsible: Grudzinski, Larry  
Purpose and timelines: Letter sent home to parents with information about participating in the Sherwood Park Festival of Music  
Revenue to collect: \$10.00 collected from parents to cover cost of choir at Festival Place.  
Items/Services to be purchased: registration , busing and accompanist.  
Surplus/Deficit Handling Plan: Any surplus will be used to cover a year end party for choir students

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Project name: ConocoPhillips Community Grant  
Person responsible: Rafuse, Barb  
Purpose and timelines: ConocoPhillips awarded a grant to JV for \$1,000 in support of building a tower garden.  
Revenue to collect: \$950.00 balance remaining  
Items/Services to be purchased: Full amount will go towards building a tower garden  
Surplus/Deficit Handling Plan: All funds will go towards this project

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Project name: ECS Field Trip Fees  
Person responsible: Sombyk, Irene  
Purpose and timelines: Fees for ECS Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letters, emails, and teacher websites as they occur throughout the year.  
Revenue to collect: \$ 100.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions for various out of school field trips, funds for in class field trips, transportation costs, special classroom holiday activities, year end field trips, Mothers Day, Father's Day projects, craft supplies, photo development

Surplus/Deficit Handling Plan: Any surplus will be used to replenish classroom supplies used during the year.

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Project name: Gr. 1 Ukrainian field trips

Person responsible: Baugh, Lindsay

Purpose and timelines: Fees for Grade 1 Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letter or email as they occur throughout the year.

Revenue to collect: \$80.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions/transportation costs for various field trips through out the year.

Surplus/Deficit Handling Plan: Any surplus will be used to replenish any classroom art supplies used during the year and/or to cover any field trip/bus costs not planned for.

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Project name: Gr. 3 Ukrainian Field trips

Person responsible: Malko, Tara

Purpose and timelines: Fees for Grade 3 Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letters, emails, and teacher websites as they occur throughout the year.

Revenue to collect: \$58.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions/transportation costs for various curricular out of school field trips, funds for in class field trips, special holiday art projects, year end field trips. Approximate costs are as follows and are subject to change:

Surplus/Deficit Handling Plan: Any surplus will be used to replenish any classroom art supplies used during the year and/or to cover any field trip/bus costs not planned for.

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Project name: Grade 1 Field Trip Fee

Person responsible: Stychyshyn, Ronda

Purpose and timelines: Fees for Grade 1 Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letter or email as they occur throughout the year.

Revenue to collect: \$85.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions/transportation costs for various field trips through out the year.

Surplus/Deficit Handling Plan: Any surplus will be used to replenish any classroom art supplies used during the year and/or to cover any field trip/bus costs not planned for.

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Project name: Grade 2 Field Trip Fees

Person responsible: Lesoway, Elizabeth

Purpose and timelines: Fees for Grade 2 Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letters, emails, and teacher websites as they occur throughout the year.

Revenue to collect: \$95.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions/transportation costs for various curricular out of school field trips, funds for in class field trips, special holiday art projects, year end field trips. Approximate costs are as follows and are subject to change:

Surplus/Deficit Handling Plan: Any surplus will be used to replenish classroom supplies used during the year, and/ or used to cover any unplanned field trips or bus costs for students.

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Project name: Grade 3 Field Trip Fees

Person responsible: Rockwell, Gail

Purpose and timelines: Fees for Grade 3 Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letters, emails, and teacher websites as they occur throughout the year.

Revenue to collect: \$70.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions/transportation costs for various curricular out of school field trips, funds for in class field trips, special holiday art projects, year end field trips. Approximate costs are as follows and are subject to change:

Surplus/Deficit Handling Plan: Any surplus will be used to replenish classroom supplies used during the year, and/or used to cover off any unplanned field trips and bus costs. General SGF account.

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Project name: Grade 4 Field Trip Fees

Person responsible: Rafuse, Barb

Purpose and timelines: Fees for Grade 4 Field Trips are on the school invoices in order to collect funds for curricular related field trips. Field Trips will occur throughout the year. Parents will be made aware of field trips via letters, emails, and teacher websites as they occur throughout the year.

Revenue to collect: \$85.00 provided by parents to the school by online payment. (Cash or cheque payable to the school if unable to pay online.)

Items/Services to be purchased: Admissions/transportation costs for various curricular out of school field trips, funds for in class field trips, special holiday art projects, year end field trips. Approximate costs are as follows and are subject to change:

Surplus/Deficit Handling Plan: Any surplus will be used to replenish classroom supplies used during the year, or used to cover off any unplanned field trips or bus costs.

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Project name: Grade 4 Ski Trip

Person responsible: Rafuse, Barb

Purpose and timelines: Letter will be sent home to grade 4 parents in January explaining the purpose of the trip, and costs. Funds collected will cover the cost of lift tickets and/or rentals

Revenue to collect: For students with their own equipment, cost of the lift ticket will be \$24.00 For students requiring lift ticket and ski rentals, the cost will be \$34.00 For students requiring lift ticket and snowboard rentals, the cost will be \$37.00 The cost of transportation will be covered under the Grade 4 field trip fees paid for on the school invoices in September. These cost may change dependent on the ski hill operator.

Items/Services to be purchased: Lift ticket, and/or ski/snowboard rentals

Surplus/Deficit Handling Plan: This should be at a zero balance, as each student that goes on the trip will be paying for their lift ticket and/or rentals if required.

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Project name: Kanga Pouch replacement  
Person responsible: Johnson, Zena  
Purpose and timelines: If students require a replacement Kanga Pouch, parents are able to purchase one directly from the school as supplies last.  
Revenue to collect: Cost of a new Kanga Pouch is \$10.00  
Items/Services to be purchased: This covers the cost of a Kanga Pouch with shipping  
Surplus/Deficit Handling Plan: This should be at a zero balance. Any deficit will be covered the the school's general funds.

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Project name: Librarybooks (Lost/Damaged)  
Person responsible: Pawl-Nixon, Aubin  
Purpose and timelines: At the end of the school year, librarian will send notices out to students who have not returned books so that they can return them without being fined. Any students whose books are damaged or still missing will be sent a notice of a fine owing to replace the books.  
Revenue to collect: Fee notices sent out to parents in May/June, fee is replacement cost of damaged/missing book.  
Items/Services to be purchased: To replace the damaged/lost library books.  
Surplus/Deficit Handling Plan: Will be zero balance. All monies collected will be used to replace the damaged/lost books.

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Project name: Milk Program  
Person responsible: Johnson, Zena  
Purpose and timelines: This is an optional program available to parents. Milk is available 2 days per week, running October - June. Parents will be provided with a letter with the costs and dates.  
Revenue to collect: Milk is anywhere between \$0.70- \$0.80 per milk, per day.  
Items/Services to be purchased: This will be used to cover the cost of milk for the year  
Surplus/Deficit Handling Plan: This should be at a zero balance.

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Project name: National Geographic Grant  
Person responsible: Rafuse, Barb  
Purpose and timelines: Funds were received from National Geographic as a reward for participating in the Energy Diet challenge in our classroom.  
Revenue to collect: \$405.31 balance remaining.  
Items/Services to be purchased: Spin bikes that will be used in the classroom to help students focus, improve behaviour and boost positive attitudes.  
Surplus/Deficit Handling Plan: All funds will be allocated towards the purchase of the spin bikes. We will communicate through an email with National Geographic.

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Project name: Oil Kings Reading, Give it a Shot  
Person responsible: Malko, Tara  
Purpose and timelines: Letters have been sent to parents of students that won indicating the cost of the bus.  
Revenue to collect: \$5.00 per student to cover the cost of the bus  
Items/Services to be purchased: Cost of transportation to an Oil Kings game

be purchased:

Surplus/Deficit  
Handling Plan: Net zero.

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Project name: Replacement recorders

Person responsible: Grudzinski, Larry

Purpose and  
timelines: Parents will be informed if their child lost or broke there recorder

Revenue to collect: \$10.00 charged to parents

Items/Services to  
be purchased: Recorders

Surplus/Deficit  
Handling Plan: Net zero

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Project name: TD Friends of the Environment

Person responsible: Rafuse, Barb

Purpose and  
timelines: Grant Application was submitted, JV was a successful applicated. JV will submit a follow up report to TD Friends of the Environment to show where funds were applied.

Revenue to collect: \$107.53 balance remaining.

Items/Services to  
be purchased: Funding will go towards a Tower Garden project

Surplus/Deficit  
Handling Plan: All funds will go towards project. TD FEF Impact Report will be submitted to TD when project is complete.

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Project name: Terry Fox Run

Person responsible: Johnson, Zena

Purpose and  
timelines: Toonies are collected from students who wish to donate to the Terry Fox Foundation in support of the Terry Fox Run

Revenue to collect: If students wish to donate \$2.00, all toonies will be deposited and a cheque forwarded to the Terry Fox Foundation on behalf of Jean Vanier Catholic School.

Items/Services to  
be purchased: All funds will be forwarded to the Terry Fox Foundation.

Surplus/Deficit  
Handling Plan: No Surplus will exist.

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Project name: Waste in our World - Grade 4

Person responsible: Rafuse, Barb

Purpose and  
timelines: This account will be used to collect and small donations made to the Grade 4 Leadership teams that are not part of any grants the school receives. E-Cycling donations will be accounted for here. No money will be charged to parents

Revenue to collect: No money is to be charged to parents. The donation from E-cycling will be deposited to this account.

Items/Services to  
be purchased: This will be used to cover the cost of busing for the field trip to the Waste Management Centre for 2017-2018

Surplus/Deficit  
Handling Plan: Any surpluses will be used to help cover Grade 4 leadership field trips / events in school

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Project name: Young Authors Conference

Person responsible: Rafuse, Barb

Purpose and timelines:	Teachers will pick students to attend the YAC in February dependent on the number of spots we are allocated
Revenue to collect:	Cost of the Conference \$30.00 .
Items/Services to be purchased:	Cover the admission to the YAC
Surplus/Deficit Handling Plan:	Zero balance, as all funds collected are sent to the YAC